

Coos County Area Transportation District (CCATD)
Board of Directors Meeting

MINUTES

Coos County Area Transit
800 N Bayshore, Coos Bay, OR 97420
April 13, 2026, 8:30 a.m.

1. CALL TO ORDER EXECUTIVE SESSION – Meeting called to order at 8:31AM by Director Harper Thompson.

2. EXECUTIVE SESSION

The CCATD Board of Directors will now recess into executive session pursuant to Statute 192.660(2)(f) to consider information that is exempt by law from public inspection.

The Board, Legal Counsel and Representatives of the news media will be in the meeting room, all other will be moved to a virtual waiting room. The Board will reconvene the regular session after the executive session to take any actions which may be required.

~Reconvene at approx. 9:00am ~

3. CALL TO ORDER – Meeting called to order at 9:00AM by Director Harper Thompson.

4. ROLL CALL/CONFIRMATION OF QUORUM OF BOARD OF DIRECTORS

a. BOD Present: Director Veysey, Director Dovenspike, Director Nelson, Director Thompson, Director Claassen, Director Taylor, Director Johnson

b. BOD Absent:

c. AC Present: Richard Rogers, Lauren Morris, Karen Dubisar, Cynthia Ramirez, Michael Babcock

d. AC Absent: Michelle McIntyre

e. Staff and Others Present: Ryan Hovdey, Chris Farrell, Melissa Metz and Jane Stebbins.

5. ANY MOTIONS AS A RESULT OF THE EXECUTIVE SESSION

BOD Motion: Director Veysey moved to accept the evaluation committee's recommendation to issue a notice of intent to award the contract to S&B James Construction in accordance with ORS 279b.405. Director Dovenspike seconded. All in favor were Directors Nelson, Veysey, Thompson, Taylor, Johnson, Claassen and Dovenspike. No one was opposed, and no one abstained. The motion passed unanimously.

BOD Motion: Director Nelson moved to authorize the General Manager and counsel to enter into contract negotiations with Crow/Clay and Associates, Inc. for Architectural and Engineering services for the Coos Transit Center and upon the

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successful negotiation of terms and final pricing to execute the final contract agreement. Director Dovenspike seconded. All in favor were Directors Nelson, Veysey, Thompson, Taylor, Johnson, Claassen and Dovenspike. No one was opposed, and no one abstained. The motion passed unanimously.

6. CHANGES TO AGENDA - None

7. CITIZEN COMMENTS ON AGENDA ITEMS (Limited to three minutes/person)

Public comment in a meeting is a "one-way" communication where the public shares input on the record without expecting a dialogue or direct response. -

8. CONSENT AGENDA

Approval of BOD Minutes [March 9, 2026](#) and [April 2, 2026](#)

Approval of Budget Committee Minutes [March 9, 2026](#)

Accept the [Financial Report](#) and [Balance Sheet](#) for February 2026

Accept [Ridership Report](#) February 2026

BOD Motion: Director Vesey moved to accept the Consent Agenda as presented. Director Claassen seconded. All in favor were Directors Nelson, Veysey, Thompson, Taylor, Johnson, Claassen and Dovenspike. No one was opposed, and no one abstained. The motion passed unanimously.

9. SPECIAL PRESENTATION

Melissa Metz introduced Chris Farrell as our Employee of the Quarter. He's been with us since 2022 and has become a valuable team member. He holds his CDL, shows skill and professionalism and is capable of driving any route with confidence. He was voted employee of the quarter by his peers, showing he is a trusted member of the team.

Ryan Hovdey started with us in 2023 as a Driver, showing strong work ethic. He advanced quickly into a dispatcher role and then served as the lead dispatcher for most of 2025. For his outstanding service and leadership, he has been recognized by management and the Board of Directors as the Employee of the Year 2025. He shows professionalism and adaptability and has since been promoted to Paratransit Supervisor.

10. SPECIAL SPEAKER

Director Thompson introduced Julie Brown, the General Manager of the Rogue Valley Transportation District since 2007, She is the President of the Community Transportation Association of America's Board of Directors and a member of the Oregon Transportation Commission.

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This agenda does not limit the ability of the Directors to consider additional subjects. The CCATD Board reserves the right to place a time limit on public testimony on any matter. The meeting place is accessible to those with disabilities. If a special accommodation is needed, please contact the office at least 24 hours prior to the meeting (541.267.7111).

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Julie Brown began by talking about the direction of transit funding for Oregon, but also across the country. Many areas have been cutting service because funding is a problem for everyone. The reality is that transit agencies are going to have to start looking for local funding opportunities. STIF is in danger, and we are not sure what will happen with that. Julie and the Board then discussed options for alternative funding sources to consider, and having hard conversations with the community.

11. OLD BUSINESS

a. Celebrate the Milestone of Securing Laclair & Newmark

Melissa Metz announced that we have ordered signs for the Property that says, "Future Home of the Coos Transit Center." She will also be creating a timeline from when this project started as an idea, through current to support our outreach.

b. Recap the Approved Budget and Services Funded 2026-27

Staff developed a two-page document titled "Budget Facts," aimed at enhancing understanding and fostering alignment regarding the District's approved budget for the fiscal year 2026-2027. This informative resource is designed to clarify the key components of the budget and outline the District's service levels for the upcoming year.

Document: [Budget Facts](#)

Compass Document: [Coordinated Health & Human Services Transportation Plan](#)

Discussion Advisory Committee and Board of Directors

- Can you live with our budget and support it both inside and outside this meeting?
- What has to happen in order for you to fully support this direction?

BOD Motion: Director Nelson moved to create a committee comprised of Directors Nelson and Thompson, AC members Karen Dubisar, Michael Babcock and Richard Rogers, and BC member Rae Lea Cousins to do community outreach and research new funding opportunities. Director Thompson seconded the motion. All in favor were Directors Nelson, Veysey, Thompson, Taylor, Johnson, Claassen and Dovenspike. No one was opposed, and no one abstained. The motion passed unanimously.

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BOD Motion: Director Dovenspike moved to curtail Saturday service for Florence effective May 15, 2026. Director Nelson seconded the motion. All in favor were Directors Nelson, Thompson, Taylor, Johnson, Claassen and Dovenspike. No one was opposed, and Director Veysey abstained. The motion passed.

c. Rider Survey - Defer to Summer

12. NEW BUSINESS

a. Resolution 2026-3 for a Contingency Transfer of \$100,000 within the General Operating Fund to Materials & Services

Background: The Board of Directors may adopt a resolution to transfer appropriated contingency without a hearing and without the involvement of the Budget Committee. The Transit Hub planning activities requires additional spending authority between now and the end of the fiscal year.

Document: [Resolution 2026-3](#)

BOD Motion: Director Veysey moved to adopt Resolution 2026-3 to transfer \$100,000 from Contingency to Materials & Services within the General Operating Fund. Director Nelson seconded the motion. All in favor were Directors Nelson, Veysey, Thompson, Taylor, Johnson, Claassen and Dovenspike. No one was opposed, and no one abstained. The motion passed unanimously.

13. GENERAL MANAGER REPORT

a. Unforeseen Staffing Shortage

One staff member is out with an injury, one quit due to health issues, and one person went out on indefinite leave.

b. RFP Strategic Business Plan Update

It's been posted and we are hoping to have a couple of firms to look at in May.

c. Discretionary Grants Update

The Oregon Department of Transportation (ODOT) Public Transportation Division (PTD) is now accepting applications for the Competitive Transit Grant call for projects. The Competitive Transit Grant includes FTA 5339 Buses and Bus Facilities Grant funds, STIF Discretionary funds, and the STIF Intercommunity Discretionary funds.

FTA Section 5339(a) Application Phase 1: Vehicle replacement, vehicle right-

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sizing, and vehicle expansion projects:
Final Application: 5:00 PM on May 29, 2026

Competitive Discretionary: All other eligible projects:
Initial Application Due: 5:00pm April 20 2026
Final Application Due: 5:00pm June 15 2026

Federal Formula 5310 and 5311 2027-2029
Initial Application Due: 5:00pm May 14 2026
Final Application Due: 5:00pm July 16 2026

STIF Formula 2027-2029
Application Due: 5:00pm January 2027

8. CITIZEN COMMENTS ON NON AGENDA ITEMS (LIMITED TO THREE MINUTES/PERSON)

Public comment in a meeting is a "one-way" communication where the public shares input on the record without expecting a dialogue or direct response.

Michael Babcock said that there was a blind citizen waiting in Reedsport, and the bus stopped in the middle of the parking lot, but didn't notify in any way, and the bus left without him.

9. NEXT MEETING

**CCATD Budget Hearing, May 11, 2025 9:00AM followed by
CCATD Joint Board of Directors & Advisory Committee Meeting**

10.ADJOURN – Meeting Adjourned at 10:26AM by Director Harper Thompson.